

**MINUTES
VILLAGE OF LAKEPARK COUNCIL MEETING
3801 LAKE PARK ROAD, LAKE PARK, NC
REGULAR SESSION**

7 PM

MAY 9, 2017

ATTENDING: Mayor David Cleveland
Mayor Pro-Tem Sandy Coughlin
Council Members: John Barnes, Pam Jack, James Record and Fabian Szarko
Finance Officer Cheryl Bennett
Village Administrator Cheri Clark
Attorney Ken Swain

CALL TO ORDER: Mayor David Cleveland called the May 9, 2017 Regular Session Council meeting to order.

INVOCATION: Mayor David Cleveland gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor David Cleveland led the Pledge of Allegiance.

PUBLIC COMMENT: Sean Lowther shared that rip rap along the banks of stormwater retention ponds is one of the best muskrat deterrents.

APPROVAL OF MINUTES: Fabian Szarko made the motion to approve the April 11, 2017 Regular Session Council minutes, the April 25, 2017 Budget Workshop minutes and the April 25, 2017 Closed Session minutes as presented. Pam Jack seconded the motion. Vote – Unanimous.

CHANGES TO THE AGENDA: James Record made the motion to adopt the May 9, 2017 Council Meeting Agenda as presented. John Barnes seconded the motion. Vote – Unanimous.

SECURITY REPORT: Deputy Rucker shared that there were 78 calls for service in April and 233 self-initiated calls. There were 7 alarm calls, 16 – 911 hang-ups, 1 juvenile complaint, 3 disturbance or nuisance, 2 noise complaint, 6 suspicious vehicles and 7 traffic stops.

Attorney Ken Swain discussed the proposed changes to the Parking Ordinance. Based upon his research, the recommendation is to add a sub-section within the ordinance that addresses vehicles with expired tags, tarps on cars and inoperable vehicles. The Sheriff's office is reviewing the proposed language.

Mayor David Cleveland discussed residential concerns about the common area at the corner of Sages Avenue and Peony Alley. There is on-going illicit/suspicious activity in the common

area. We have had a couple of residential suggestions on how to address the situation – increase patrols, prune the landscaping and add cameras.

VOLP FIVE YEAR DEVELOPMENT PLAN: Pam Jack provided a set of guidelines for each committee to follow in order to create a coordinated format for the Strategic Plan.

1. Safety – David Cleveland, James Record and John Barnes
2. Communications – Sandy Coughlin
3. Curb Appeal – Fabian Szarko and Blair Cooper
4. Animal Control – David Cleveland and Sandy Coughlin
5. Perception – Pam Jack

As the sub-committees meet and work together, Pam Jack recommended that Council be updated once a quarter on each committee's progress. The Strategic Plan is a living document that will continue to change as Lake Park grows and changes. Each committee is going to try and have their first meeting before the June Council meeting.

FINANCE OFFICER'S REPORT: Cheryl Bennett shared that the Village received the first dividend check from the North Carolina Capital Management Trust Fund - \$67. The Village also needs to call for the 2017 – 2018 Budget Hearing. Sandy Coughlin made the motion to call for the Budget Hearing at 7:00 pm prior to the June Council meeting. Pam Jack seconded the motion. Vote – Unanimous.

	<u>Apr 17</u>	<u>Jul '16 - Apr 17</u>	<u>Budget</u>	<u>% of Budget</u>
General Fund				
Income				
Property Taxes				
Ad valorem current year	3,863.88	544,581.91	543,767.00	100%
Utility ad valorem	0.00	6,300.36	6,740.00	93%
Motor vehicle tax	6,835.91	60,039.26	70,587.00	85%
Ad valorem prior years	25.82	3,249.11	2,500.00	130%
Prior years motor vehicle tax	0.00	0.00	50.00	0%
Penalties and interest	366.05	2,421.29	2,800.00	86%
Total Property Taxes	11,091.66	616,591.93	626,444.00	98%
Other Taxes				
Stormwater Fees- current year	30.00	42,990.00	42,830.00	100%
Stormwater fees - prior years	30.00	330.00	150.00	220%
Total Other Taxes	60.00	43,320.00	42,980.00	101%
State Shared Revenues				
Alcoholic Beverage Tax	0.00	0.00	1,677.00	0%
Sales and use tax	13,888.76	114,667.07	180,000.00	64%
Telecom. Sales Tax	0.00	1,088.27	2,000.00	54%

Elec. Sales Tax	0.00	47,755.80	105,000.00	45%
Video Prog. Sales Tax	0.00	10,349.74	20,000.00	52%
Piped Gas Sales Tax	0.00	2,537.25	7,900.00	32%
Solid Waste Disposal Tax	0.00	1,848.24	3,300.00	56%
Total State Shared Revenues	13,888.76	178,246.37	319,877.00	56%
Parks & Recreation Revenue				
Program Fees	226.00	1,997.75	1,400.00	143%
Facility Rentals	160.00	2,780.00	3,000.00	93%
Daily swim fees	0.00	10,392.80	12,000.00	87%
Season pass pool fees	10,495.00	12,945.00	49,000.00	26%
Total Parks & Recreation Revenue	10,881.00	28,115.55	65,400.00	43%
Other revenues				
Zoning Permits	125.00	1,625.00	500.00	325%
Approp. Fund Bal. Stormwater	0.00	0.00	32,370.00	0%
Approp. Fund Balance	0.00	0.00	77,383.00	0%
Civil Penalties	110.00	300.00	500.00	60%
Investment revenue	38.47	1,360.20	800.00	170%
Miscellaneous	0.00	3,001.74	1,000.00	300%
Total Other revenues	273.47	6,286.94	112,553.00	6%
Total Income	36,194.89	872,560.79	1,167,254.00	75%
Expense				
General Government				
Other Expenditures				
Economic Development	161.00	6,669.78	8,500.00	78%
Contingency	0.00	0.00	6,000.00	0%
Stormwater Expense				
Advertising	0.00	0.00	100.00	0%
Dues and Permits	0.00	0.00	250.00	0%
Cap.Outlay- Pet Waste Stations	0.00	0.00	0.00	0%
Prof. Fees - Engineering	1,302.00	1,983.25	15,000.00	13%
Repairs & Maint. Services	1,490.00	6,751.69	60,000.00	11%
Total Stormwater Expense	2,792.00	8,734.94	75,350.00	12%
Total Other Expenditures	2,953.00	15,404.72	89,850.00	17%
Planning and Zoning				
Zoning Admin. Services	919.42	9,194.20	11,033.00	83%
Code Enforcement Services	0.00	0.00	1,300.00	0%
Consulting Fees	0.00	858.00	1,600.00	54%
Legal Services	2,695.00	6,995.00	9,300.00	75%
Advertising	0.00	59.70	220.00	27%
Postage	0.00	32.56	80.00	41%
Supplies	0.00	82.42	300.00	27%

Training	0.00	675.00	700.00	96%
Total Planning and Zoning	3,614.42	17,896.88	24,533.00	73%
Gen. Govt. Personal Services				
Adm Assistant	971.25	6,495.00	9,450.00	69%
Clerk/Tax Collector	5,351.16	53,511.60	64,214.00	83%
Council	0.00	8,579.25	12,555.00	68%
Finance Officer	1,386.58	13,865.80	16,639.00	83%
Mayor	0.00	3,862.50	5,150.00	75%
Payroll Expenses	660.06	7,369.88	9,159.00	80%
Total Gen. Govt. Personal Services	8,369.05	93,684.03	117,167.00	80%
Professional Fees				
Engineering Fees	0.00	0.00	400.00	0%
Auditing Services	0.00	4,620.00	4,600.00	100%
Legal Services	1,470.00	5,575.00	8,700.00	64%
Total Professional Fees	1,470.00	10,195.00	13,700.00	74%
Supplies and Materials				
Office	530.24	5,157.36	6,000.00	86%
Total Supplies and Materials	530.24	5,157.36	6,000.00	86%
Services				
Advertising	0.00	0.00	200.00	0%
Membership and dues	348.00	5,000.00	5,000.00	100%
Bank charges	54.63	845.87	860.00	98%
Elections	0.00	0.00	0.00	0%
Insurance/bonds	0.00	7,090.23	7,200.00	98%
Miscellaneous oper. exp.	34.00	587.98	700.00	84%
Website/flyers	400.00	1,250.00	1,500.00	83%
Printing & Delivery Newsletter	175.00	1,694.38	2,400.00	71%
Postage	0.00	485.95	500.00	97%
Property Tax	0.00	246.28	600.00	41%
Strategic Planning	0.00	681.84	1,000.00	68%
Tax collection	192.31	1,757.01	2,800.00	63%
Telephone	449.19	4,434.40	5,200.00	85%
Training	0.00	0.00	600.00	0%
Travel	37.47	1,338.77	1,500.00	89%
Total Services	1,690.60	25,412.71	30,060.00	85%
Capital Outlay				
Laptop	0.00	817.97	1,500.00	55%
Sidewalk repairs	0.00	20,290.00	20,290.00	100%
Carillon	0.00	5,645.00	6,000.00	94%
Reserve for Capital Replacement	0.00	0.00	10,000.00	0%
Total Capital Outlay	0.00	26,752.97	37,790.00	71%
Total General Government	18,627.31	194,503.67	319,100.00	61%

Parks & Recreation				
Parks/Rec. Supplies & Materials				
Flags	0.00	3,076.50	3,500.00	88%
Janitorial /Cleaning Supplies	0.00	64.96	250.00	26%
Food/Provisions - events	140.69	1,421.84	2,500.00	57%
Pool Supplies	1,121.00	1,121.00	3,000.00	37%
Total Parks/Rec. Supplies & Materials	1,261.69	5,684.30	9,250.00	61%
Parks/Rec Services				
Pool Attendant Salaries	0.00	0.00	1,100.00	0%
Pool management fee	7,677.00	24,263.50	50,610.00	48%
Pool Operations	2,774.50	13,662.76	14,100.00	97%
Comm. center maintenance	199.00	4,402.14	9,800.00	45%
Seasonal Decorations	0.00	11,998.50	14,400.00	83%
Events Services	59.86	428.46	1,200.00	36%
Water/Sewer	226.45	4,521.12	8,000.00	57%
Natural Gas	64.71	494.83	800.00	62%
Total Parks/Rec Services	11,001.52	59,771.31	100,010.00	60%
Maintenance of Common Areas				
Landscaping	22,833.33	122,893.30	148,550.00	83%
Park maintenance	1,324.75	18,609.73	33,410.00	56%
Pond maintenance	1,381.50	13,815.00	19,600.00	70%
Electric Maintenance	245.00	3,438.00	10,500.00	33%
Repairs of Common Areas	217.10	807.10	2,000.00	40%
Total Maintenance of Common Areas	26,001.68	159,563.13	214,060.00	75%
Parks/Rec Capital Outlay				
Tennis court resurfacing	0.00	31,638.02	32,000.00	99%
Basketball court resurfacing	0.00	8,575.00	9,000.00	95%
Benches, Tables etc.	0.00	0.00	0.00	0%
Total Parks/Rec Capital Outlay	0.00	40,213.02	41,000.00	98%
Total Parks & Recreation	38,264.89	265,231.76	364,320.00	73%
Public Services/Safety				
Electric bills	8,086.62	84,539.43	109,600.00	77%
Street Signs	0.00	13,150.00	13,900.00	95%
Waste Collection	15,380.82	138,326.38	189,000.00	73%
Law enforcement	0.00	171,334.00	171,334.00	100%
Total Public Services/Safety	23,467.44	407,349.81	483,834.00	84%
Total Expense	80,359.64	867,085.24	1,167,254.00	74%
Net General fund	-44,164.75	5,475.55	0.00	100%
Powell Bill				
Other Income				
Interest - Powell Funds	47.71	128.76	0.00	100%
Powell Bill Revenue	0.00	96,345.45	96,800.00	100%

Total Other Income	47.71	96,474.21	96,800.00	100%
Other Expense				
Street Exp. - Powell Bill	0.00	72,841.00	96,800.00	75%
Total Other Expense	0.00	72,841.00	96,800.00	75%
Net Powell Bill	47.71	23,633.21	0.00	100%
	<u>-44,117.04</u>	<u>29,108.76</u>	<u>0.00</u>	<u>100%</u>

Sandy Coughlin shared that the HOA may not be able to financially partner with the Village on the Mathisen Memorial. Currently Council has budgeted \$8,000 for the memorial, landscaping upgrades and signage for Mathisen Square Park. Sandy Coughlin asked if Council wanted to increase the budget for the memorial.

PARKS AND RECREATION: Mayor David Cleveland shared Lucas Landscaping has completed the installation of hardwood mulch in the Common Areas and the planting of spring flowers.

The Versailles Pond identification sign has been installed at the Alden Street end of Versailles Pond; however, the sign on Frost Court has now been stolen.

Kiker Tree Services has removed the tree trunks at the back of Normandy Pond and has cut down the dead tree on Versailles Pond, a Bradford Pear on Frederick Street and a Bradford Pear on Esther Street.

Swim Specialties should complete the resurfacing of the lining in the Clock Tower fountains by June 15th. The process creates an offensive odor which should go away in a couple of days after the resurfacing is completed.

Southend Painting has completed painting the Mathisen Square Gazebo, the Founders Park gazebo and the Lake Charles fishing pier cupula. Baucom Electric has installed the new LED can lights in the Mathisen Square Gazebo.

Girls on the Run of Union County held their annual 5K run in the Village on Saturday, April 29th. The event was a great success with over 1200 runners participating. In appreciation for Lake Park hosting the event, GOTR has donated a swing to the Village similar to the one donated by the Garden Club.

Spring Cleanup was held May 6th from 9:00 to 11:00 AM. Fifteen volunteers of all ages picked up multiple bags of garbage to help improve the overall appearance of the Village.

Soccer Shots is an engaging children's soccer program with a focus on having fun and character development. Soccer Shots will be running two soccer sessions for children ages 2-5 this summer at Founder's Park. The sessions will be on Thursday mornings from 9-9:30am (2 year olds) and 9:45-10:15am (3-5 year olds). The program will run for 8 weeks, starting June 22. Please visit <https://www.soccershoots.org/charlotte/> for more information and to enroll in the program.

The Memorial Day Ceremony will be held in Veterans Park on Monday, May 29th from 11:00 to Noon. The theme of the ceremony is based on the song, "That Ragged Old Flag" by Johnny Cash. Volunteers are still needed to help with setup and take down.

FAITH CHURCH ROAD: James Record shared that the Village is still waiting on an estimate for the Faith Church Road repair. Council discussed the proposed Encroachment Agreement with NCDOT and exactly what responsibilities the Village would have if we sign the agreement. Attorney Ken Swain is going to make some general inquiries to NCDOT and the Town of Waxhaw about Encroachment Agreements. James Record requested that Council table the discussion until June.

STORMWATER: Cheri Clark discussed the ongoing Stormwater projects in the Village. Kristofer Channel – Eagle Engineering is working on the drawings to renovate the channel.

Frost Court – The Village had Tarheel Underground Cameras to come out and image 2 catch basins after Lucas Landscaping opened the channel behind the homes and the water did not drain. Eagle Engineering is in the process of surveying the area to determine positive flow. The Village is waiting on recommendations from Eagle Engineering to permanently address drainage issues in the channel.

Mill Grove Subdivision in Indian Trail has a retention pond outlet structure that flows into the Hoover Channel. The Village has requested and received the Stormwater calculations from the Town of Indian Trail due to impact concerns to the Hoover channel. Eagle Engineering is reviewing the calculations.

The Lake Charles corner of Faith Church Road and Conifer Circle has settled and created a tripping hazard. Cheri Clark has received two quotes to repair the corner. The low bidder on the project is The Cleaner Image - \$1,200. They will remove and replace two concrete sidewalk panels and take up the sunken pavers and repair the area. A motion is needed to approve the repair. Sandy Coughlin made the motion to repair the tripping hazard at the Lake Charles corner. James Record seconded the motion. Vote – Unanimous.

ECONOMIC DEVELOPMENT: Sandy Coughlin shared that the EDC Commissioners have reviewed the flier that was provided to Council last month and based upon the Commissioners input, changes will be made prior to the next printing.

June 7th, the EDC is hosting a networking event at Gordo's. The Commissioners are very concerned about the maintenance conditions at the Town Center buildings and Sandy Coughlin has sent letters to the owners and the leasing agent.

PUBLIC SERVICES (Street, Waste Collection & Lighting): James Record is waiting on bids from Knights Concrete for work on Frederick, Community Center and Lake Park Road.

John Barnes discussed the repairs needed for the clock that was struck by lightning. Electric Time has provided a quote of \$1,204 for repairs. John Barnes made a motion to approve up to \$1,500 to repair the clock. Sandy Coughlin seconded the motion. Vote – Unanimous.


COMMUNICATION: The deadline for articles and information for the May newsletter is Friday, May 12th at 5 p.m. Topics to be included: Memorial Day, No Burning, Garden Club, EDC, Budget Hearing, Soccer Shots, Girls On The Run, Deputy Brett, Spring Clean-up, and P&R information.

COUNCIL COMMENTS: James Record thanked the Deputies for all the work that they do for the Village.

Mayor David Cleveland thanked Deputy Brett for her dedication to the Village. She will be changing positions within the Department due to family obligations.

ADJOURN: Fabian Szarko made the motion to adjourn. John Barnes seconded the motion.
Vote – Unanimous.

Respectfully submitted,


Mayor Pro Tem Sandra Coughlin


Village Administrator, Cheri Clark

